



## Department of Energy

Washington, DC 20585

December 22, 2003

I would like to thank all parties involved for the progress we have made to date in implementing a direct DOE relationship and funding for Environmental Management (EM) Site Specific Advisory Boards (SSABs). I want to assure you that the Department of Energy views the SSABs as essential to accomplishing our cleanup mission. My objective is to insure that the SSABs' independence is maintained in their relationship with the Department. Preserving the integrity of the SSABs as well as maintaining the credibility of their work product is paramount.

The EMSSAB Charter provisions require the Department of Energy to provide the resources sufficient to conduct EMSSAB business. That support, as I have stated before, remains undiminished, and the Department is committed to ensuring that the Boards are operated in a manner that maximizes their objectivity and successes. Further, I encourage you to continue your interaction with the site prime contractor in exchanging or obtaining information as necessary.

A two-step process is being used to fulfill the objective of implementing a DOE direct relationship and funding approach for the nine Boards by October 1, 2004. This process was discussed in more detail with the SSAB Chairs in your bimonthly conference call held November 25, 2003, with the Designated Federal Officer and other federal staff. The sites have already selected and implemented their short-term options for FY 2004, and I have directed that the site managers submit their preferred long-term option and associated implementation plan to me by April 2, 2004.

After carefully reviewing information provided by the INEEL CAB and others, I would like to offer a third long-term option to the original -long-term options contained in Sandra Waisley's October 31, 2003, memorandum, i.e., to incorporate under Section 501 (C)3 of the IRS code as a non-profit organization; or to receive DOE Federal management and support.



Printed with soy ink on recycled paper

I have concluded that operating under a small business support services contract is advantageous to the SSABs and to the Department. Therefore, I will allow short term option #1: "Execute DOE Support Services Contract w/ a Section 8(a) Small Business," as an acceptable long-term solution to implementing a direct DOE relationship for the EM SSABs, and will communicate this decision to all interested parties. The two long-term options contained in Sandra Waisley's October 31, 2003, memorandum remain valid options as well.

If you need further clarification or have any questions regarding my guidance please contact your specific site manager.

Sincerely,

A handwritten signature in black ink, appearing to read "Jessie Hill Roberson", with a long, sweeping horizontal line extending to the right.

Jessie Hill Roberson  
Assistant Secretary for  
Environmental Management

Distribution:

SSAB Chairs:

James Bierer, Fernald Closure Project Office  
Todd Martin, Richland Operations Office  
Monte Wilson, Idaho Operations Office  
Charles Phillips, Nevada Site Office  
James Brannon, Los Alamos Area Office  
David Mosby, Oak Ridge Operations Office  
Bill Tanner, Portsmouth/Paducah Project Office  
Victor Holm, Rocky Flats Field Office  
Wade Waters, Savannah River Operations Office

SSAB Administrators:

Sue Walpole, Fernald Closure Project Office  
Tammie Holm, Richland Operations Office  
Peggy Hinman, Idaho Operations Office  
Kay Planamento, Nevada Site Office  
Menice Manzanares, Los Alamos Area Office  
Pete Osborne, Oak Ridge Operations Office  
Lynn Link, Portsmouth/Paducah Project Office  
Ken Korkia, Rocky Flats Field Office  
Dawn Haygood, Savannah River Operations Office

Designated Deputy Federal Officers:

Gary Stegner, Fernald Closure Project Office  
Marla Marvin, Richland Operations Office  
Gerald Bowman, Idaho Operations Office  
Carl Gertz, Nevada Site Office  
Theodore Taylor, Los Alamos Area Office  
Steve McCracken, Oak Ridge Operations Office  
William Murphie, Portsmouth/Paducah Project Office  
John Rarnpe, Rocky Flats Field Office  
Alice Doswell, Savannah River Operations Office

SSAB Federal Coordinators:

Gary Stegner, Fernald Closure Project Office  
Yvonne Sherman, Richland Operations Office  
Shannon Brennan, Idaho Operations Office  
Kelly Kozeliski, Nevada Site Office  
Pat Halsey, Oak Ridge Operations Office  
Dave Dollins, Portsmouth/Paducah Project Office  
Karen Lutz, Rocky Flats Field Office  
de'Lisa Bratcher, Savannah River Operations Office

Office Site Managers:

Robert Warther, Manager, Ohio Field Office  
Keith Klein, Manager, Richland Operations Office  
Roy Schepens, Manager, Office Of River Protection  
Elizabeth Sellers, Manager, INEEL  
Ralph Erickson, Los Alamos Area Office  
Gerald G. Boyd, Manager, Oak Ridge Operations Office  
William E. Muphie, Manager, Portsmouth/Paducah Project Office  
Frazer R. Lockhart, Manager, Rocky Flats Field Office  
Jeff Allison, Manager, Savannah River Operations Office

cc:

Sandra Waisley, Deputy Federal Officer  
Seth Kirshenberg, Energy Communities Alliance (ECA)  
Kara Colton, National Governors' Association (NGA)  
Denise Griffith, National Conference of State Legislatures (STGWG)